

PRAIRIE CITY COUNCIL AGENDA AND ZOOM MEETING
WEDNESDAY, FEBRUARY 14, 2024, AT 6:00 P.M.

CALL TO ORDER: The City Council of the City of Prairie City, Jasper County, Iowa, met on Wednesday, January 10, 2024, in regular session at the City Hall and via ZOOM. At 6:00 pm Mayor Chad Alleger called the meeting to order, and Pledge of Allegiance was recited.

ROLL CALL: Council members present and absent as follows: Present: Joe Disney, Derek Ingle, Emily Simmons, Phil Holland. Absent: Deb Townsend. Also attending: City Administrator Jerry Moore; City Clerk/Finance Officer Christie Busby; Police Chief Kevin Gott; Interim Public Works Superintendent Jake Farlow; Library Director Sue Ponder; Matt Covey, PC officer; Preston Moon, MSA Rep; Scott Smith, Dean Schade, IMWCA Reps; Melanie Umble, Shomo-Madsen-Umble Ins; Dan Wilson; Janet Lewis, Steve Zimmerman. Attending via Zoom: Dylan Cornelison; Dianne Taylor; Sam Mastin; Jamee Piersen, NDN.

AGENDA APPROVAL: Motion by Simmons to approve agenda. Seconded by Disney. On roll call vote motion carried unanimously.

PUBLIC COMMENT: Steve Zimmerman, 407 Kayla Lane, expressed gratitude to public works staff for their hard work during the blizzard in January and also thanked the other city staff for everything they do.

CONSENT AGENDA: Motion by Simmons to approve. Seconded by Ingle. On roll call vote motion carried unanimously. Items approved:

- a) December Financials; b) January Claims; c) Celebration Committee Meeting Minutes from December 20, 2023; d) Library Board Meeting Minutes from December 19, 2023; e) Park Board Meeting Minutes from December 18, 2023; f) PCEDC Meeting Minutes from December 27, 2023; g) City Council Meeting Minutes from January 2, 2024; h) City Council Meeting Minutes from January 10, 2024; i) City Council Special Meeting Minutes (CIP & Budget) from February 5, 2024; j) Resolution 2-14-24-1 Approving Bills and Transfers; k) Pay Increase Request for Public Works; l) Bill Payment Requests for \$17,392.35 & \$9307.23 to MGA for the EMS/Fire Building Project; m) Bill Payment Request #8 for \$48,982.30 to Accurate Commercial for the Library Project; n) Library Resolution 2-14-24-2 Community Attraction and Tourism (CAT) Grant Agreement; o) Casey's Marketing Company, 1002 W 2nd St, Alcohol Beverage License Renewal

Council member Deb Townsend arrived at 6:04pm

OLD BUSINESS:

MSA Update (Preston): Discussion on documents in packet. Also presented the documents on options for realigning parking spaces and bump outs on Jefferson St between S Main St and State St on screen for further clarification.

Public Works Update (Jake): Discovered and fixed broken transducer water line, snubbers, and valve at water plant. Getting estimates for moving transducers to city shop to alleviate pressure changes; Fixed frozen line to 1B pump at sewer plant; Continued to clean streets after record snowfall and will be brooming the sand up, as possible; Identifying potholes that will need repaired once weather warms; Public Works has an on-call cell phone, and the number will be posted on the city's website. Received new water meters for old meter replacement project.

Police Update (Chief Gott): Discussion on documents in packet. Chief Gott gave an overview of pending legislation that would affect mobile cell use and automated camera use.

Library Update (Sue): Current library closing Feb 17 to get everything packed and moved. New building anticipated to open mid-March. Inspector will review on Feb 16. Working on layout of shelving and going through punch list. Ready to order computers so price comparing. Working on reports for Jasper County and IEDA. Fundraising continues with Friends of Library Group.

City Administrator Update (Jerry): Provided budget update and working with PFM on budget cuts to water and sewer departments, property tax levy should achieve same levy rate, budget meeting on April 10 for levy and second hearing to adopt on April 23; Water main project in Colfax finished with only seeding left to do; Draft CIP coming together and likely be on March agenda; Trail through community park in project design phase; PCEDC marketing RFP received four proposals; Fire/EMS building plans progressing and Board of Adjustments meets March 5 to review set back.

Fire Department Update (Ryan): No update received. Council member Disney stated the department had 3 calls for service.

EMS Department Update (Jody): Memo in packet. Council member Townsend asked for clarification on no show calls. Chief Gott advised they are calls for service that our department is unable to respond to due to no one available to make the run and get rerouted to Jasper County for ALS, Colfax crew, or Runnells crew to take.

Discussion and Consideration and Status Update from Mound Prairie Ventures Regarding Downtown Housing and Catalyst Grants: Scott De Vries was not present to provide update. No action taken.

Public Hearing on the Plans, Specifications, Contractor Bidding Process, and Costs for the Sherman St & Jefferson St Water Main Project: Simmons motioned to open public hearing. Seconded by Townsend. On roll call vote motion passed unanimously. No public or written comments received. Townsend motioned to close public hearing. Seconded by Disney. On roll call vote motion passed unanimously.

Discussion and Consideration of Resolution 2-14-24-3 on the Plans, Specifications, Contractor Bidding Process, and Costs for Sherman St & Jefferson St Water Main Project: Project plan documents in packet. Simmons motioned to approve plans as presented. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Resolution 2-14-24-4 on Setting Public Hearing for Community Development and Housing Needs Assessment for Phase 2 Water Project: Ingle motioned to set public hearing for March 13, 2024, meeting at City Hall and via Zoom. Seconded by Simmons. On roll call vote motion carried unanimously.

Discussion and Consideration of Resolution 2-14-24-5 on Setting Public Hearing for Submitting CDBG Application for Phase 2 Water Project: Townsend motion to set public hearing for March 13, 2024, meeting at City Hall and via Zoom. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Setting Public Hearing for a Separate Meeting April 10, 2024, for the Property Tax Rate Levy: Simmons motioned to set public hearing for April 10, 2024, meeting at City Hall and via Zoom. Seconded by Holland. On roll call vote motion passed unanimously.

NEW BUSINESS

Discussion and Consideration of Proposed Development Concept Plan from Dan Wilson: Presentation on current phase 1 Rolling Prairie Estates where all lots have been sold and the proposed phase 2 new development to the south with a combination of single home lots and a section of 55+ duplexes. Wilson asked the council for consideration of the project and requested 15-year TIF funding for the project to move forward to design stage. Discussion on concerns for sanitary sewer trunk line placement and funding. Townsend motioned to conceptually support 15-year TIF funding and concept of new sewer trunk line. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of High-Level Risk Management Action Plan Required by the IMWCA: Presentation by Scott Smith and Dean Schade on statistics related to City of Prairie City. Simmons motioned to support enacting the action plan and work with IMWCA. Seconded by Disney. On roll call vote motion carried unanimously.

Discussion and Consideration of Financial Assistance Request from the Ministerial Association: Discussion on letter in packet and it was noted that all speed camera revenue has been allocated to projects. Mayor Alleger states this is a church versus State issue. No action taken.

Discussion and Consideration of IDNR Operator Cert. Compliance Plan for City's Wastewater Plant: Discussion on DNR letter in packet and that Interim Superintendent Farlow is currently studying to take his Grade 3 Wastewater exam. Ingle motioned to submit the plan of action to the DNR. Seconded by Holland. On roll call vote motion carried unanimously.

Discussion and Consideration of Previous TEA Grant and Request Direction Regarding Plans and Resources to Replant Prairie at Bison Park: Discussion on documents in packet. Townsend motioned to support staff working with Neil Smith Wildlife Refuge staff and park board to implement plans. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Corn Feed Special Event July 13, 2024, Planned at Garden Square Park: Discussion with Janet Lewis on history of event and it will be supported by donations of food and time. Free will donations to be taken at event to cover costs. Townsend motioned to approve event for July 13, 2024, if corn ready. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Setting Up a Deferred Compensation Program for City Employees: Discussion on program information provided in packet. Holland motioned to approve. Seconded by Simmons. On roll call vote motion carried unanimously.

Discussion and Consideration of Police Department Computer System Upgrade: One quote for cloud-based server received due to being only provider able to support current cameras. This is a separate server from the city's and is dedicated to camera footage. It has failed twice but is currently working again. Simmons motioned to approve the server purchase when and as needed. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Police Department Vehicle Purchase: Discussion on quote documents in packet from Karl Chevrolet and three tech outfitters. Purchase would replace 2016 Explorer. Chief Gott has researched the available vehicle options and recommends going with the Racom bid for consistency with other vehicles. The department goal is to get on a five-to-six-year vehicle rotation plan. Holland motioned to approve the 2024 Chevy Silverado with Racom package bid for \$86,046.67. Seconded by Ingle. On roll call vote motion carried unanimously.

Discussion and Consideration of Request to Burn Vegetation at Edge of the Pond at the Sports Complex: After discussion, Townsend motioned to approve request providing work with fire department and provide notice to public about the controlled burn. Seconded by Simmons. On roll call vote motion carried unanimously.

Discussion and Consideration of Direction on Holiday Decorations for Bandstand at Garden Square Park: Disney motioned to support working with park board and celebration committee to secure donations to replace holiday decorations and no city funds used. Seconded by Simmons. On roll call vote motion carried unanimously.

Discussion and Consideration of Reimbursement of Sewer Cleaning Bill for Della Dentler, 501 E 5th St: Letter from resident in packet. Moore reached out to the service company, and they stated that the distance inspected did not reach city line. No action taken by council.

Closed Session Under Code of Iowa 21.5 1(i) for City Administrator Performance Review: Motion by Ingle to enter closed session at 9:16p. Seconded by Disney. Motion by Holland to exit closed session and go back into open session at 9:43p. Seconded by Townsend.

ADJOURNMENT: Motion by Disney to adjourn. Seconded by Holland. On roll call vote motion carried unanimously. Adjourned at 9:45pm.

Chad Alleger, Mayor

ATTESTED TO:

Christie Busby, City Clerk/Finance Officer